



ENVIRONMENTAL & REGULATORY SERVICES DIVISION
BUREAU OF PECFA
P.O. Box 8044
Madison, Wisconsin 53708-8044
TDD #: (608) 264-8777

Jim Doyle, Governor
Jack L. Fischer, A.I.A., Secretary

Wisconsin Department of Commerce, Bureau of PECFA Bid Document

SECTION 1 - Scope of Work

The Bureau of PECFA is seeking competitive bids to perform remedial services for a petroleum release from a regulated petroleum product storage tank system. This bid is for a specified work scope. The site upon which bids are being solicited is:

Bid Round: 54
Comm #: 53807-1537-23-A
BRRTS #: 03-22-176580
Site Name: Cuba City Station
Site Address: 123 North Main St, Cuba City, 53807
Site Manager: Linda Hanefeld
Address: 3911 Fish Hatchery Rd
City, State Zip: Fitchburg, WI 53711-5367
Phone: 608-275-3310
e-mail: linda.hanefeld@wisconsin.gov
Bid Manager: Andrew Alles
Address: P.O. Box 8044
City, State Zip: Madison, Wisconsin 53708-8044
Phone: (608) 261-8509
e-mail: Andy.Alles@Wisconsin.Gov

Bid-Start Date:	April 7, 2008
Questions must be received by (See Section 2 (B)):	April 21, 2008, 4:00 PM
Responses will be posted by (See Section 2 (B)):	May 9, 2008
Bid-End Date and Time:	May 23, 2008, 4:00 PM

The case file, including report(s) and other pertinent information upon which bids are being sought, are available for review at the Site Manager's location listed above. Please contact the Site Manager for an appointment to review the file.

Copies of report(s) and other pertinent information are available for purchase at the location listed below. If pertinent information is not available, please contact the Site Manager.

Ivize-Madison, 1 E Main, Madison, WI 53703
Phone: (608) 663-1041 Fax: (608) 663-1045

SECTION 2 – Site-Specific Bid Requirements

General Comments

Cuba City Station: Cuba City Station is an inactive gasoline retail site. Five (5) underground petroleum storage tanks (USTs) containing leaded and unleaded gasoline were removed in 1988. These tanks were replaced with four (4) USTs containing diesel fuel and unleaded gasoline. These 4 tanks were taken out of service in 1997 and removed in 1999. During the tank system removal in 1999, a fifth UST (1100 gallon in size) containing waste oil was discovered and removed. Replacement tanks were not installed.

The soils at the site consist primarily of silt and silty clay to a depth of approximately 13-30 feet below ground surface (bgs), underlain by dolomite bedrock. Soils exhibiting contamination that exceeds both ss. NR720.09(4), Table 1, and NR746.06(2), Table 1, Wisconsin Administrative Code, values remain in place, primarily in the vicinity of the former tank bed/pump island. Soil contamination extends to the bedrock surface and seems to have spread along the soil/bedrock interface to the southern portion of the property. It appears the extent of soil contamination has been defined.

There is a perched aquifer present in the silty clay soils at a depth of approximately 4-15 feet below ground surface (bgs). Based upon data available from this site, it appears groundwater flow in the perched aquifer is generally south. A deeper aquifer has been identified and is approximately 75 feet bgs in dolomite. Currently there is only one (1) monitoring well (MW10) associated with this site that has been installed in this deeper aquifer. Based upon information provided from other site investigations in Cuba City, groundwater flow is generally south or south-southwest in this deeper aquifer, as well. Based upon two (2) sampling events from MW10, there is reason to believe this deeper aquifer has been impacted by the contamination.

Any person reviewing the data for this site needs to be aware that there was a water main break in the early spring of 2003 that had the effect of “remediating” the contamination found in MW6 and, to a lesser extent, the contamination in MW3. It is not known how many gallons of water had been flushed through the soils in this area as a result of the water main breakage. It is believed this also accounts for the groundwater elevation “mounding” in the vicinity of MW6 that is documented during a March 21, 2003 sampling event.

The site was bid in January 2005. An excavation of the vast majority of contaminated soil was completed in May 2005. Two rounds of groundwater data were collected post-excavation; that work was completed in April 2007.

Minimum Remedial Requirements

Install one downgradient monitoring well to a depth of 85' bgs or as appropriate to establish a groundwater table observation well. To assist in determining what direction of groundwater flow is “downgradient,” information from the Kwik Trip store located at 212/216 South Main Street is included in the data available from

the Ivize copy shop. It is believed the new downgradient monitoring well should be installed in the vicinity of MW-7 and MW-8, however, if after review of the data from this site and the Kwik Trip site it is determined this is not the downgradient direction, well placement will be adjusted. Well placement shall be approved by the DNR project manager prior to installation.

Additional Groundwater Monitoring: Groundwater shall be monitored quarterly for a period of 1 year (i.e., 4 rounds of monitoring) in accordance with the schedule outlined below.

Monitoring Wells	Frequency	Parameters
MW2, MW3, MW7, MW8, MW10, PZ1, new well	Quarterly	PVOCs plus naphthalene
MW1, MW4, MW5, MW6, MW9	Semi-annually (2 nd and 4 th quarters)	PVOCs plus naphthalene

The new well will need to be surveyed into the existing monitoring network.

Water table elevations will be recorded from all wells during all monitoring events.

Any waste generated as a result of this phase of work will be disposed of appropriately. Waste disposal costs must be included in the bid response.

Documentation

Data tables, flow maps and other documentation will need to be updated to include recent data. A final site report will be required summarizing all pertinent site activities undertaken as a result of this bid. The final site summary shall be submitted within 60 days of receiving the results of the last round of groundwater monitoring outlined in this bid specification.

Costs to closure should be provided as a separate line item and not be included in the bid response. Costs to closure will include monitoring well abandonment for all wells associated with this site. In the event closure is an option as a result of this bid scope of work, closure costs can then be approved by the Department of Commerce. While this bid is not a bid to closure, there is a possibility of attaining closure at the conclusion of the scope of work (SOW) conducted under this bid. Upon completion of the SOW discussed above, evaluate site conditions and all historical soil and groundwater analytical data, and evaluate the potential for closure consistent with the requirements of ch. NR 726, Wis. Adm. Code. The closure report must include all historical data and activities, and include the data results and documentation of the work activities completed in accordance with this bid. The report shall be submitted to DNR (and send a copy to Commerce).

SECTION 3 - Reporting Timeframes

Within 60 days of the Commerce notification of the maximum reimbursement amount, the responsible party (RP) must execute a written contract with one of the firms that

submitted a bid. Failure to execute the written contract within this time will result in ineligibility of interest expenses incurred from the date of the reimbursement cap letter until a contract is executed and work commences at the site. Work must commence within *45 days* of signing a contract. There are specific reporting requirements in Comm 47.70 to monitor the progress of activities at each bid site and there may be additional reporting requirements outlined above. The consulting firm that is contracted to complete the scope of work is required to report the progress of this site to Commerce electronically on the web site at each of the following points:

1. Within fourteen days of executing or terminating a contract with the RP.
2. Three months after entering into the contract with the RP.
3. Twelve months after beginning the work in the successful bid, unless the project is completed before that time (point 6 applies).
4. Twelve months after submitting the previous report (point 3), unless the project is completed before that time (point 6 applies).
5. No later than 10 days after encountering a change in circumstances (the list of circumstances is in Comm 47.70 (3)).
6. No later than 30 days after completing the work.
7. As directed by Commerce.

If Commerce determines that the consulting firm is failing to make adequate progress to complete the scope of work, Commerce will notify the RP and may reduce the reimbursement to accurately reflect the work completed.

Claim Submittal

A claim must be submitted to Commerce within 120 days of submitting the report described in *Reporting Timeframe, point #6*. If a claim is not submitted by the deadline described above, interest costs from the date the report (point #6) is submitted to the date the claim is received will not be reimbursed to the claimant. The claim preparation cost must be included in the Total Bid Amount and is considered within the reimbursement cap.

Questions and Answers

Questions, answers and interpretations will be considered an amendment of this solicitation. All questions must be submitted in writing (fax and electronic mail submittals are acceptable) to the Bid Manager identified in Section 1 of this solicitation. All answers and interpretations shall be in writing from the Bid Manager. Neither the PECFA program nor Commerce shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid End Date. No further questions will be addressed after the deadline for submitting questions identified in Section 1.

SECTION 4 - Conditions of Bid

The successful bidder will be the entity that complies with all provisions of the bid and provides the lowest total cost, excluding interest, for the site-specific bid requirements described in Section 2. In preparing the bid, the bidder must assume compliance with

all applicable codes, including, but not limited to, §Comm 46, §Comm 47, and §NR 700 Wis. Admin. Codes.

The bid Commerce selects to determine the least costly method of remedial action will be the least costly qualified bid. Commerce will rank the bids solely on the basis of cost. Evaluation of bids will continue until the least costly qualified bid is identified. Submittals from an individual or firm during their period of disqualification from bidding, submittals received late and for submittals without a certified commitment (performance assurance and/or signature) will not be considered as bids. Commerce may disqualify a bid for the following reasons:

- Requirements of the bid specifications have not been met.
- The remedial strategy is not appropriate to the geologic setting.
- A Total Bid Amount is insufficient to fund the activities described in the bid specifications.

Commerce reserves the right to reject any and all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the agency with jurisdiction (Natural Resources or Commerce).

The bidder Commerce intends to select may be required to provide input to and attend a meeting with the PECFA program and the claimant to explain the bid and remedial approach.

If a bid is disqualified, Commerce will provide written notification to any individual or firm that submitted a disqualified bid. The notification shall specify the reasons for the disqualification, and inform the individual or firm of their right to protest or appeal the decision. If a bid is more costly than the bid Commerce intends to select, the bid will not be reviewed.

The *Notice of Intent* will identify the least costly bid, disqualified bid(s) and bid(s) not reviewed. The *Notice of Intent* will be sent to the RP and will be posted on PECFA's Internet Web site.

SECTION 5 - Instructions to Bidders

Between the bid start and end dates, bidders shall not discuss or attempt to negotiate any aspects of the bid with the RP, other potential bidders or program staff without prior approval of the Bid Manager identified in Section 1. Infractions will result in rejection of the violator's bid and may result in a formal complaint being filed with the Department of Regulation and Licensing.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Bid Manager. If the Bid Manager is not able to arrange site access, this will not delay the bid process nor negate the comparison and selection from among the bids submitted. All costs associated with a site visit or preparation of a bid will be the bidder's responsibility.

The Bidding Process must conform to the following:

1. The Bid Response shall address all the site-specific bid requirements identified in Section 2.

2. The total bid amount to accomplish the stated goal must include all fees, reporting costs, pre- and post-closure costs and costs for establishing restrictions or institutional controls, when applicable (interest costs are excluded).
3. The submittal must include a copy of the Bid Response document signed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. The appropriate registration number of the professional license must be included. Registration requirements are listed in Comm 5.
4. Bids *cannot* be faxed or sent electronically (email) to the program. Documents received by fax or email will not be considered.
5. Bids, amendments thereto or withdrawal requests must be received by 4 pm on the bid end date.
6. The consulting firm's name must be included and all pages of the Bid Response.
7. All costs must be printed (ink, typewritten or computer). Errors must be crossed out, corrections entered and initialed by the person signing the bid. Correction fluid is not allowed. No bid shall be altered or amended after the time specified for the bid end date.
8. Each bidder shall fully acquaint themselves with conditions relating to the scope and restrictions attending to the execution of the work under the conditions of this bid. The failure of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.
9. All amendments to and interpretations of this bid shall be in writing from the Bid Manager. Neither Commerce nor the program shall be legally bound by any amendment or interpretation that is not in writing.
10. This bid is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this bid to a single source, it shall be the responsibility of the interested bidders to notify the program in writing so as to be received five days prior to the opening date. The bid may or may not be changed; however a review of such notification will be made prior to award.

SECTION 6 - Bidder Disqualification

Commerce may disqualify from public bidding any individual or firm that has committed any of the following (Comm 47.67 (1) (a)):

1. Failed to complete the scope of work within the reimbursement cost cap established through public bidding.
2. Failed to complete the scope of work in a bid in a timely manner.
3. Failed to follow DNR rules on the bid project.
4. Received one or more notices from Commerce under s. Comm 47.62 (2) that assess the financial management of an investigation as unacceptable.
5. In any prior occurrence that has been publicly bid, failed to do either of the following:
 - a. Pay subcontractors after receiving payment for them.

- b. Obtain lien waivers on or before the date of the final payment by the RP or the PECFA program, from all subcontractors paid under subd. 5. a.
- 6. Failed to execute a contract with the RP as required in s. Comm 47.69 (1).
- 7. Failed to commence work within 45 days after executing a contract, as required in s. Comm 47.69 (3).

Commerce may disqualify any individual or firm from performing further work on a project if the individual or firm has not completed any of the six reporting points required in Comm 47.70 and outlined in Section 2 of this bid document. Commerce will review and address the issue as stated in Comm 47.70 (4).

BID RESPONSE

(1st Page)

Department of Commerce PECFA Program

SITE NAME: Cuba City Station

COMMERCE #: 53807-1537-23-A

BRRTS #: 03-22-176580

Submit Bid Response To: Cathy Voges
Public Bid Response
Department of Commerce PECFA Bureau
201 W Washington Ave, Madison WI 53703-2760 or
PO Box 8044, Madison WI 53708-8044

Consulting Firm Name: _____

Complete Mailing _____

Address: _____

Telephone: () - _____

Fax Number: () - _____

E-mail Address: _____

Bidder (check one that applies):

<input type="checkbox"/>	Professional Engineer	License #	_____
<input type="checkbox"/>	Professional Geologist	License #	_____
<input type="checkbox"/>	Hydrologist	License #	_____
<input type="checkbox"/>	Soil Scientist	License #	_____

Total Bid Amount: \$ _____

Print Name: _____

Title: _____

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Signature: _____

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

BID RESPONSE**(2nd Page)**

Department of Commerce PECFA Program

SITE NAME: Cuba City Station**COMMERCE #: 53807-1537-23-A****BRRTS #: 03-22-176580****Consulting Firm Name:** _____

A bid will be considered non-compliant if the bid response does not include a separate tabulation of costs for each activity.

1	Install One Monitoring Well (including waste disposal costs)	\$	
2	Monitoring (include analytical cost) per quarterly event	\$	
3	Number of Monitoring Events		4
4	Monitoring Subtotal (Row 2 X Row 3)	\$	
5	Monitoring (include analytical cost) per semi-annual event	\$	
6	Number of Monitoring Events		2
7	Monitoring Subtotal (Row 5 X Row 6)	\$	
8	Documentation (reports, correspondence, etc.)	\$	
9	Other (If necessary), specify	\$	
10	Total Bid Amount	\$	
CONTINGENCY COSTS (Will be Approved and Added to the Bid Cap as Needed)			
•	Contingency - Cost to Compile Closure Documentation	\$	

BID RESPONSE

(3rd Page)

Department of Commerce PECFA Program

SITE NAME: Cuba City Station

COMMERCE #: 53807-1537-23-A

BRRTS #: 03-22-176580

Consulting Firm Name: _____

This response must address all of the site-specific requirements identified in Section 2, and shall support in detail the remedial strategy. Attach additional pages if necessary. *The Commerce Number and Consulting Firm name must be included on all additional pages.* The pages of each Bid Response must be *stapled* together. No paper clips or spiral bindings please.